

**OKLAHOMA WORKERS' COMPENSATION COMMISSION**  
**REGULAR MEETING MINUTES**  
**MARCH 16, 2023 2:00 P.M.**

**STATEMENT OF OKLAHOMA OPEN MEETING ACT COMPLIANCE**

Notice of this Regular Business Meeting was filed with the Secretary of State's office in compliance with the Open Meeting Act.

The agenda was posted at least 24 hours in advance of the meeting, in compliance with the Open Meeting Act. It was posted on the Commission website and at 1915 N. Stiles Ave., Oklahoma City, Oklahoma, the Commission's principal office.

**MINUTES OF THE MARCH 16, 2023, REGULAR BUSINESS MEETING OF THE OKLAHOMA WORKERS' COMPENSATION COMMISSION**

The members of the Oklahoma Workers' Compensation Commission met at 1915 N. Stiles Ave., in the En Banc Courtroom, Oklahoma City, Oklahoma, on March 16, 2023.

Members present: Chairman Jordan Russell and Commissioner Scott Biggs.

Member absent: Commissioner Tilly

Others Present: Andrea Delling, WCC; Ian Steedman, WCC; Alexander Watkins, WCC; Lauren Hammonds Johnson, WCC; Sharon Smith, WCC; Collin Fowler, WCC; and Carla Jacobs, WCC.

Chairman Russell expressed appreciation for those in attendance. After the roll was taken, Chairman Russell found a quorum present and called the meeting to order at 2:00 p.m.

**1. Discussion and Possible Action to Approve Minutes**

- a. The drafted minutes of the February 16, 2023, Regular Meeting of the Commission will be considered for approval.
- b. The drafted minutes of the March 1, 2023, Special Meeting of the Commission will be considered for approval.

***Motion:*** Commissioner Biggs moved to approve the minutes of the February 16, 2023, Regular Meeting and March 1, 2023, Special Meeting of the Commission.

***Second:*** Chairman Russell

Those voting aye: Chairman Russell and Commissioner Biggs.

*The motion carried.*

**2. Request to Release Security Deposit for Resers Fine Foods Inc. fka Vaughan Foods Inc., Own Risk Permit #19675 and Possible Action to Approve Request**

Vaughan Foods, Inc. (“the Company”), own risk permit #19675, was a self-insured employer through the Own Risk program from January 1, 2005 to February 1, 2011. The company was purchased by Resers Fine Foods Inc. on September 16, 2011. The Commission held a \$100,000 surety bond issued by Travelers Casualty & Surety Co. as a security deposit. The Company petitioned the Commission to release its collateral in full.

Resers Fine Foods Inc. fka Vaughan Foods Inc. complied with Commission Rule 810:25-9-19.

Sharon Smith was recognized, introduced Carla Jacobs as the Commission’s new Permitting Services employee, presented, and answered questions of the Commission.

***Motion:*** Commissioner Biggs moved to approve request to release security deposit of Resers Fine Foods Inc. fka Vaughan Foods, Inc.

***Second:*** Chairman Russell

Those voting aye: Chairman Russell and Commissioner Biggs.

*The motion carried.*

**3. Request to Release Security Deposit for HCA Inc., Own Risk Permit #18760 and Possible Action to Approve Request**

HCA Healthcare fka HCA Inc. (“the Company”), own risk permit #18760, left the self-insured Own Risk program on December 31, 1997. The commission currently holds a \$100,000.00 surety bond issued by Westchester Fire Insurance Company as a security deposit. They have petitioned the Commission to release their collateral in full.

HCA Inc. has complied with Commission Rule 810:25-9-19.

***Motion:*** Commissioner Biggs moved to approve request to release security deposit of HCA Inc.

***Second:*** Chairman Russell

Those voting aye: Chairman Russell and Commissioner Biggs.

*The motion carried.*

**4. Discussion and Possible Action to Adopt Proposed Draft Administrative Rules**

The Commission has proposed changes to its current permanent administrative rules, available online at [https://www.ok.gov/wcc/Legal/Governing\\_Documents/index.html](https://www.ok.gov/wcc/Legal/Governing_Documents/index.html). The Commission’s Notices of Rulemaking Intent were published in the Oklahoma Register on January 17, 2023, and a comment period in excess of thirty days was provided from January 17 to March 16, 2023. Comments were solicited via regular mail, email, and at a public hearing.

The Commission is considering rule changes to the following sections of the Oklahoma Administrative Code:

- Title 810. Chapter 1 General Information
- Title 810. Chapter 10 Practice and Procedure
- Title 810. Chapter 15 Medical Services

*Agenda item was not discussed.*

**5. Discussion and Possible Action to Adopt OMES Progressive Discipline Standards as WCC 7 Progressive Discipline Policy**

In accordance with OAC 260:130-27-5, the OMES Human Capital Management Civil Service Division developed standards for the progressive discipline process to be used by all state agencies. This rule became effective September 11, 2022, and the Commission has followed these standards since then, when appropriate. The discussion and possible action will be to formally integrate this set of standards into the Commission’s internal set of policies as policy number WCC 7.

Lauren Hammonds-Johnson was recognized, presented, and answered questions of the Commission.

***Motion:*** Commissioner Biggs moved to approve recommendation to adopt OMES Progressive Discipline Standards as WCC 7 Progressive Discipline Policy.

***Second:*** Chairman Russell

Those voting aye: Chairman Russell and Commissioner Biggs.

***The motion carried.***

**6. Legislative Update and Discussion**

Commissioner Biggs presented and answered questions of the Commission.

***No action was taken on this item.***

**7. Discussion and Update on CaseOK Project**

Ian Steedman was recognized, presented, and answered questions of the Commission.

*No action was taken on this item.*

**8. Update on Denver N. Davison Building Remodel**

Chairman Russell presented and answered questions of the Commission.

*No action was taken on this item.*

**9. New Business**

“[A]ny matter not known about or which could not have been reasonably foreseen prior to the time of the posting.” 25 O.S. § 311.

*There was no new business.*

**ADJOURNMENT.....Chairman Jordan Russell**

*Motion:* Chairman Russell moved to adjourn.

*Second:* Commissioner Biggs

Those voting aye: Chairman Russell and Commissioner Biggs.

*The motion carried.*

**The meeting adjourned at 2:19 p.m.**